

THETFORD TOWN SCHOOL DISTRICT
Tuesday, June 12, 2018
Thetford Elementary School

DRAFT MINUTES

Shannon Darrah convened the meeting at 7:02 p.m. The following were present: Julie Acker, Charlie Buttrey, Shannon Darrah, Kristen Downey, Scott MacPhee, School Board; Kevin Petrone, TES Principal; Melanie Elliott, OESU business office

PUBLIC PRESENT: None

AGENDA REVIEW: Agenda approved with amendments.

MINUTES REVIEW: MOTION: (Buttrey/Acker) moved/seconded to approve the minutes of the May 22, 2018 Board meeting (unanimous approval). MOTION: (Buttrey/Downey) moved/seconded to approve the minutes of the May 29, 2018 Board meeting (unanimous approval; Acker and MacPhee abstained).

REVIEW AND APPROVAL OF ORDERS: MOTION: (Acker/MacPhee) moved/seconded to approve accounts payable orders # 6485 and 6486, and payroll warrants # 6481 and 6464 (unanimous approval).

PUBLIC COMMENT/CORRESPONDENCE: None

PRINCIPAL REPORT (Kevin Petrone): Ms. Oliver's 3rd grade class hosted the last all school meeting on Friday. To the delight of the students, the teachers presented their annual dancing and singing performance. PE teacher, Phil Chaput, organized a fundraiser for the American Heart Association, which culminated in "pie a teacher in the face" for the fundraisers. \$3,500 was raised. Chief Evans was also pied. This was followed by field day, which featured a cookout, water games, and volleyball. This week is the last full week of school. Grades 3 to 6 go to Treasure Island on various days. Grades 1 and 2 visited VINS. The last day of school is Monday, June 18 with dismissal at 12:30. There will be an indoor ceremony at 10 for the 6th graders and departing staff, followed by the traditional crossing of the bridge for the 6th graders. Math specialist, Laura Sharpless, is planning summer professional development for the new math curriculum. OESU is offering project based learning training for any new hires. Rebecca Towne has been hired as the new music teacher. She will also run the band program. Maria Clara de Greiff has been hired as the new Spanish teacher. The food service position still needs to be filled. Summer school will be held in July, 4 hours per day, 4 days per week. Twenty-two students are enrolled. Third grade teacher, Megan Oliver, and special educator, Arianna Keenan, will be teaching. There is a large interest in mountain biking. Parent, Brent Mellen, may bring a proposal to the Board. Mellen recently ran a mountain biking day at Huntley Meadow, with 20 kids attending.

UPDATE FROM PRINCIPAL SEARCH COMMITTEE: Downey reported the search committee has been meeting frequently. The committee consists of TES teachers Kate Hill, Abby Harrington, Laura Sharpless, and Kathy Hatch; Parent/community members Megan Snider and Stacy Barton; and TTSD Board members Downey and Buttrey. Downey had asked Darla Sterett to represent the administrative staff, but Sterett could not attend. There was not enough time to invite an alternate to join the committee. The committee is taking the job very seriously. They developed criteria for an ideal principal. Professional leadership standards were reviewed and matched with the criteria; the search is not just about matching what the TES community wants, but also aligning with the licensed administrator standards. There is a qualified and experienced candidate pool of 11 applicants. Three candidates have been interviewed. Two candidates have been invited to meet the staff tomorrow and Friday. A community evening with the candidates is planned for June 19. Buttrey commended Downey for her organization and perseverance. Downey stated she has enjoyed the process and admitted it has been a lot of work. Discussion followed regarding organizing the community forum. The search committee has already planned a June 20 meeting to review community and staff feedback. Darrah stated the Board is not required to interview the candidates. Acker has full faith in the search committee. Plan: The principal candidate forum will be held June 19 at 6pm at TES. This precedes a town forum regarding hiring a town manager, which is also on June 19 at 7pm at Town Hall. The School Board meeting on June 20 at 7pm may possibly include a candidate(s) presented to the Board. There may need to be further discussion at the June 26 meeting. Melanie Elliott stated that Superintendent Stanley has full confidence in the committee and is aware of the final candidates.

DISCUSS STATE PLAN UNDER ACT 46 – DO WE WANT TO MAKE ANY

COMMENT?: The Secretary of Education’s plan had two suggestions for the Agency of Education to consider regarding TTSD. 1.) Join the White River Valley SU; 2.) Create a new SU made up of Thetford, Sharon, Strafford, Rivendell and Norwich.

Darrah asked, does the Board want to comment? Discussion followed re: the Board has already looked extensively at various scenarios in option 2. However, setting the main barriers of merging with interstate districts aside, it is tempting to reconsider this possibility when considering the potential educational opportunities to students and staff. Acker stated she feels this option deserves further consideration. Buttrey agreed with the benefits to students, but feels this option has already been thoroughly investigated. Darrah added that OESU is asking if there is any comment for the OESU Board regarding the proposed merger of Bradford, Newbury, Oxbow, and Blue Mountain. Discussion followed regarding the stability and future of the Blue Mountain SU. Given the low birth rate and low influx of families moving to Vermont, enrollment is going to be a continuing problem that needs to be addressed. Petrone stated that grant money is not going to increase with the addition of Blue Mountain to OESU. This could mean that some TES positions paid for by grants may not be as readily funded, which leaves the possibility of moving those positions to the regular budget.

AUDIT REPORT – TODD WIMETTE: Hard copies of the financial audit report (year end June 30, 2017) were distributed. The statements were sent to the State in March. Wimette gave a synopsis of their audit process including risk assessment, expenditures and revenues, deposits, and especially payroll. All the meeting minutes are reviewed. The process begins in October. The internal controls related to compliance and financial reporting are also reviewed in the context of governmental auditing standards. TTSD's systems are appropriate, but Wimette cautioned that that does reflect function. No concerns were raised. The audit was clean. Wimette invited questions from Board members. Discussion followed regarding the budget, deficit, expenses and revenues. Wimette is starting the next audit soon. He will return to the Board in November.

DISCUSS SUMMER MEETING SCHEDULE: The June, July, and August meeting dates were agreed upon. Additional meetings may be needed pending the new principal.

OTHER BUSINESS: Buttrey raised the idea of providing hot lunch during the summer, beginning in 2019. The town trust fund has a balance of hundreds of thousands of dollars, which originally came from a large donation from a family. These funds are available for townspeople who need help with heating, transportation, food, etc. TTSD could access some of that money to offer a hot lunch program over the summer. Buttrey asked for the Board's permission to investigate. The Board is in agreement. A hot lunch program could interface well with summer school, as well as the recreation department's camps. Buttrey heard that Hartford is starting a summer lunch program.

EXECUTIVE SESSION (Para-educator negotiations): MOTION: (Buttrey/MacPhee) moved/seconded to go into Executive Session at 8:22 p.m. to discuss para-educator negotiations, the premature dissemination of which may place the Board at a substantial disadvantage. Out of executive session at 8:26 p.m. No action taken.

EXECUTIVE SESSION (Personnel): MOTION: (Downey/MacPhee) moved/seconded to go into Executive Session at 8:27 p.m. to discuss a personnel matter. Out of executive session at 8:40 p.m. No action taken.

ADJOURNMENT: MOTION: (Acker/Buttrey) moved/seconded to adjourn the meeting at 8:40 p.m. (unanimous approval).

FUTURE MEETINGS:

6/19/18	Community Forum for Principal Candidates	6:00–7:00 p.m.
6/20/18	Thetford Town School District Meeting	7:00 p.m.
6/26/18	Thetford Town School District Meeting	7:00 p.m.
7/10/18	OESU Meeting	6:00 p.m.
7/11/18	Thetford Town School District Meeting	7:00 p.m.
8/14/18	Thetford Town School District Meeting	7:00 p.m.

RESPECTFULLY SUBMITTED,

Amy Bosco, Minutes Clerk

These minutes are not official until approved by the School Board.